



**TENNESSEE DEPARTMENT OF COMMERCE AND INSURANCE  
BOARD OF FUNERAL DIRECTORS AND EMBALMERS**

**APPRENTICE AND STUDENT REGISTRATION APPLICATION**  
PLEASE CHECK ALL BOXES THAT APPLY AND SUBMIT APPROPRIATE FEE(S)

**FUNERAL DIRECTOR** ☐

Fee - \$70.00

**STUDENT** ☐

Fee - \$70.00

**EMBALMER** ☐

Fee - \$70.00

**THIS IS TO CERTIFY THAT** \_\_\_\_\_, who resides at  
(Please type or print full name)

\_\_\_\_\_ is enrolled  
(Street/Mailing Address) (City) (State) (Zip)

in \_\_\_\_\_ Mortuary College and/or is employed at \_\_\_\_\_

Funeral Home, Located in City \_\_\_\_\_ County \_\_\_\_\_ Tennessee,

Phone No. (\_\_\_\_\_) \_\_\_\_\_ as a bona fide employee working not less than 40 hours per week in the presence of and under the direction and supervision of:

FD \_\_\_\_\_ Lic #: \_\_\_\_\_, EMB \_\_\_\_\_ Lic #: \_\_\_\_\_  
(Please type or print) (Please type or print)

- 1) Have you ever been convicted of, or entered a plea of guilt or nolo contendere or no contest to either a felony OR a misdemeanor involving moral turpitude? Yes \_\_\_\_\_ No \_\_\_\_\_
- 2) At the present time, are you the subject of any pending governmental enforcement actions in any jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_
- 3) Have you ever had a license, or applied for a license, (or its equivalent) to practice any profession or occupation that was denied, suspended or revoked, or otherwise acted against? Yes \_\_\_\_\_ No \_\_\_\_\_

I hereby affirm, under penalty of perjury, that to the best of my knowledge and belief all of the information submitted in this application is true and correct and complete. I am aware that knowingly and willfully making a material misstatement in connection with an application for registration is grounds for the denial, refusal to renew, suspension, or revocation of a registration / license.

Applicant's *Signature*: \_\_\_\_\_  
Social Security No. \_\_\_\_\_  
Date of Birth: \_\_\_\_\_

Date Signed: \_\_\_\_\_

Sponsor's *Signature* FD: \_\_\_\_\_

Sponsor's *Signature* EMB: \_\_\_\_\_

(OVER)

**IMPORTANT INFORMATION:**

- ❖ **AN OFFICIAL TRANSCRIPT FROM AN EDUCATIONAL INSTITUTION SHOWING THE APPLICANT HAS GRADUATED FROM A HIGH SCHOOL OR HAS EARNED A GED RECOGNIZED BY A STATE DEPARTMENT OF EDUCATION MUST BE RECEIVED BY THE BOARD OFFICE PRIOR TO APPROVAL OF THE APPRENTICE/STUDENT APPLICATION.**
- ❖ **IF YOU ANSWERED YES THE FELONY/MISDEMEANOR QUESTION INVOLVING MORAL TURPITUDE, YOU MUST ATTACH TO THIS APPLICATION:**
  - A. A WRITTEN STATEMENT EXPLANING THE CIRCUMSTANCES OF EACH INCIDENT, AND**
  - B. A COPY OF THE OFFICIAL DOCUMENT(S) WHICH DEMONSTRATES THE RESOLUTION OF THE CHARGE(S) OR ANY FINAL JUDGMENT.**
- ❖ **REGISTRATION DOES NOT BEGIN UNTIL THIS APPLICATION IS APPROVED BY THE BOARD OFFICE. REGISTRATION IS GOOD FOR A PERIOD OF TWO YEARS FROM THE DATE OF APPROVAL.**
- ❖ **IF REGISTERING AS AN APPRENTICE FUNERAL DIRECTOR, APPRENTICE EMBALMER AND AS A STUDENT, THE TOTAL FEE DUE IS \$210.00.**
- ❖ **ANY CHANGE IN THE SPONSOR(S) OR FUNERAL ESTABLISHMENT EMPLOYING THE APPRENTICE, REQUIRES NOTIFICATION TO THE BOARD VIA A LETTER THAT MUST BE SIGNED BY BOTH THE APPRENTICE AND THE NEW SPONSOR(S). THIS CORRESPONDENCE MUST BE RECEIVED BY THE BOARD OFFICE WITHIN TEN (10) DAYS OF THE EFFECTIVE DATE OF THE CHANGE.**
- ❖ **AFTER COMPLETING YOUR APPRENTICESHIP, THE APPRENTICE SHOULD SUBMIT AN APPLICATION FOR LICENSURE TO THE BOARD.**
- ❖ **MAIL THE APPLICATION AND ANY ADDITIONAL DOCUMENTS TO:**

**TENNESSEE BOARD OF FUNERAL DIRECTORS AND EMBALMERS  
DAVY CROCKETT TOWER  
500 JAMES ROBERTSON PARKWAY  
NASHVILLE, TN 37243-1144**